

United States Government

Department of Energy

# memorandum

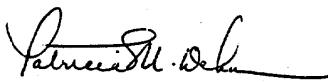
DATE: January 8, 1999  
REPLY TO:  
ATTN OF: Office of Science  
SUBJECT: High Flux Isotope Reactor Memoranda of Agreement

TO: Martha A. Krebs, Director  
Office of Science

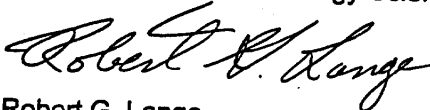
William D. Magwood, Director  
Office of Nuclear Energy, Science and Technology

James C. Hall, Manager  
Oak Ridge Operations Office

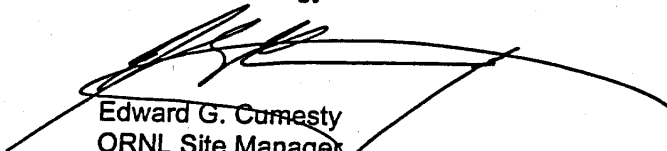
We have updated the Memoranda of Agreement (MOA) between the Office of Science, the Office of Nuclear Energy, Science and Technology and the ORNL Site Manager to reflect actions from the recent review of HFIR operations and the present working relationships between the parties. Your signatures on this MOA are requested.



Patricia M. Dehmer  
Associate Director of the Office of Science  
for the Office of Basic Energy Sciences



Robert G. Lange  
Associate Director, Office of Facilities  
Office of Nuclear Energy, Science and  
Technology



Edward G. Cernestey  
ORNL Site Manager  
Oak Ridge Operations Office

Attachment

**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
OFFICE OF SCIENCE (SC),  
OFFICE OF NUCLEAR ENERGY, SCIENCE AND TECHNOLOGY (NE)  
AND  
OAK RIDGE NATIONAL LABORATORY (ORNL) SITE OFFICE (SITE OFFICE)  
FOR LINE MANAGEMENT OF THE OPERATIONS OF THE  
HIGH FLUX ISOTOPE REACTOR (HFIR)  
AS A SCIENTIFIC RESEARCH FACILITY**

**A. PURPOSE**

To define the approach and respective roles and responsibilities of the NE, SC, and Site Office participants for line management of the HFIR to ensure accomplishment of the DOE mission with regard to research and isotope production in a safe, efficient, and cost effective manner.

**B. MISSION**

To provide a user facility for scientific research in the area of neutron science and for the production of radioisotopes for scientific research and medical applications. The facility is also used for irradiation services and isotope production work for others.

**C. MANAGEMENT PHILOSOPHY**

All levels of DOE management shall be committed to making the HFIR an efficient world-class research and isotope production facility with the highest level of operational safety. This commitment is evidenced by the following:

1. The Office of Science (SC) as the owner of the HFIR exercises overall programmatic and scientific research responsibility for the HFIR. Overall accountability for HFIR rests with SC. The Office of Basic Energy Sciences (SC-10) is responsible to the Director of the Office of Science for implementing the overall programmatic and scientific research direction of the HFIR. This includes budget and scientific program formulation, budget preparation and scientific research program activities.
  2. The Director of the Office of Nuclear Energy, Science and Technology (NE-1) is the line management entity responsible for the safety and effectiveness of HFIR operations. This line management responsibility is carried out by the Associate Director, Office of Nuclear Facilities Management, NE-40.
  3. The Manager ORO, is responsible for providing all DOE contractual direction to ORNL and for assuring that this direction is carried out in a safe and efficient manner in
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accordance with NE and SC direction. This line responsibility is carried out by the ORNL Site Manager who is responsible for the day-to-day operation of the facility.

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#### **D. COORDINATION**

Coordination of HFIR and ORNL Site Office activities is performed by the directors of the ORNL Site Office, SC-10 and NE-40 and their staff. Cross-cutting and site wide issues that cannot be resolved at the Office Director level shall be raised to the Directors of the Office of Science and the Office of Nuclear Energy, Science and Technology and the Operations Office Manager for resolution.

#### **E. IMPLEMENTATION**

##### **1. The Director, Basic Energy Sciences, SC-10**

- Issue, jointly with NE, program/facility operation guidance for each fiscal year.
- Provide a request for funding in the Corporate Review Budget adequate to assure safe and reliable operation of the facility.
- Provide funding to the facility consistent with the appropriation.
- Participate with NE and the Site Office in semiannual meetings to discuss current plans and activities, specific problems hindering mission completion, budget issues, etc.
- Provide customer satisfaction assessments of contractor activities through SC-1 on an annual basis for input into the annual ORNL appraisal.
- Participate in monthly program coordination conference calls with the Site Office and contractor.
- Coordinate requests for information and direction to the contractor (except specific science-related information) through the Site Office.

##### **2. The Associate Director, Office of Facilities, NE-40**

- Stop work or shutdown operating nuclear facilities when the situation warrants such action.
  - Approve facility safety documents associated with operation of the HFIR (Safety Analysis Report (SAR), Technical Safety Requirements (TSR), and changes to the facility involving a change to the TSR or an Unreviewed Safety Question.)
  - Provide final approval of occurrence reports as prescribed in DOE Order 232.1, *Occurrence Reporting and Processing of Operations Information*.
  - Approve facility restarts as required by Department of Energy (DOE) Order 425.1, *Startup and Restart of Nuclear Facilities*.
  - Participate with SC and the Site Office in semiannual meetings to discuss current plans and activities, specific problems hindering mission completion, budget issues, etc.
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- Provide customer satisfaction assessments of contractor activities on an annual basis for input into the annual ORNL appraisal.
- Participate in monthly program coordination conference calls with the Site Office and contractor.
- Coordinate requests for information and direction to the contractor through the Site Office.
- Concur in selection of key federal management personnel associated with facility operations and participate in their appraisal.
- Approve all Press Releases pertaining to any occurrences regarding the operation of the HFIR.

## 2. The ORNL Site Manager

- As Contracting Officer's Representative (COR), provide contractual direction to ORNL consistent with NE and SC directions and DOE policy.
- Assure that ORNL performance and facility operations and management are consistent with the direction provided by NE and SC.
- Interface with the contractor on all NE and SC issues.
- Assess the safety of Operation of the facility by means of periodic surveillance and assessments and make recommendations to correct identified deficiencies.
- Exercise stop work authority.
- Authorize facility restart in accordance with DOE Order 425.1, *Startup and Restart of Nuclear Facilities*.
- Conduct facility walk through by senior Site Office management at least bi-weekly.
- Review all proposed changes to facility authorization basis documents (SAR, TSR, etc.) and make recommendations to NE for approval.
- Review ORNL proposed fiscal year work scope and budget and make appropriate recommendations to NE and SC.
- Coordinate all press releases affecting the HFIR that could be controversial with NE and SC.
- Participate with NE and SC in semiannual meetings to discuss current plans and activities, specific problems hindering mission completion, budget issues, etc.
- Provide ORNL weekly highlight reports to NE and SC.
- Participate in monthly program coordination conference calls with the Site Office and contractor.
- Ensure environmental monitoring and compliance to all rules and regulations.

**F. RELATION TO DOE DIRECTIVES**

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Any conflict between this Management Agreement and DOE Rules, Orders, Notices, and other Departmental Directives shall be resolved in favor of the latter. Should such conflict arise, the parties agree that this Management Agreement will be modified to bring it into conformance with such directives.

APPROVED:

APPROVED:

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Martha A. Krebs, Director  
Office of Science  
Date: \_\_\_\_\_

\_\_\_\_\_  
William D. Magwood, Director  
Office of Nuclear Energy, Science and  
Technology  
Date: \_\_\_\_\_

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James C. Hall, Manager  
Oak Ridge Operations Office  
Date: \_\_\_\_\_